

Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee
Meeting Minutes

(Approved by Committee May 24, 2001)

April 26, 2001

The Access Idaho Steering Committee monthly meeting was held on Thursday, April 26, 2001 from 1:40 to 2:40 p.m., in the East Conference Room of the J.R. Williams Building, Boise, ID.

CALL TO ORDER, WELCOME

Chairman Bill Farnsworth, who welcomed members and others in attendance, called the meeting to order.

ATTENDANCE

Members Present:

Mr. Keith Bumsted, Idaho Transportation Dept
Mr. Bill Farnsworth, ITRMC Staff
Mr. Chuck Goodenough, Secretary of State
Mr. John McAllister, Department of Labor
Mr. Scott Somerhalder, IIC
Mr. Rob Spofford, IDWR

Absent Members:

Mr. Mark Little, Division of Purchasing

Others Present:

Ms. Angela Babcock, Controller's Office
Ms. Emily Gales, ITRMC Staff
Mr. Jeff Walker, Access Idaho

BACKGROUND

Access Idaho is the official name for the State of Idaho Internet portal, or "electronic front-door", for citizen access to on-line government services and information. The State of Idaho established a statewide contract for portal services in December 1999, creating a public-private partnership with Idaho Information Consortium (IIC). IIC is an affiliate of the National Information Consortium (NIC), the nation's leading provider of Internet electronic government services. On May 3, 2000, Idaho officially launched www.accessidaho.org. The portal includes a re-designed State of Idaho Home Page, for easy access to all agency Web sites, where a variety of E-Government applications are being developed. The portal is designed to streamline citizen access to Idaho government services and information. As the state's Portal Provider, IIC will be assisting state agencies in the development of Internet applications, as well as Web page design. The Steering Committee has been appointed by ITRMC to oversee the progress of Access Idaho.

MOTION TO APPROVE FEBRUARY 22, 2001 AND MARCH 22, 2001 MINUTES

A motion was moved and seconded to approve the February 22, 2001 and March 22, 2001 Access Idaho Steering Committee Meeting Minutes, and the motion passed unanimously.

REPORT FROM ACCESS IDAHO

Chairman Bill Farnsworth presented Scott Somerhalder, Idaho Information Consortium (IIC), who reviewed the Access Idaho **General Manager's (GM) Report**. Mr. Somerhalder mentioned he would be reviewing the Access Idaho GM Report with the ITRMC at every ITRMC meeting.

- During March and April, the Access Idaho portal experienced a lot of growth. Much of this was due to the **Idaho Transportation Department's Division of Motor Vehicle (DMV) interactive search**, which went on-line on March 19th. Also in March, over 5,000 people registered for the **Attorney General's No Call list** (live January 2, 2001) in one day. In May, Access Idaho will continue to promote the No Call list.
- Access Idaho is actively marketing the **Secretary of State's UCC lien search**. Mr. Somerhalder and Jeff Walker, IIC, presented the search to the Idaho State Bar Business and Corporate section at their annual CLE conference. This was a good opportunity to talk with people who are using the search.
 - Also discussed was the Digital Signature Trust Company's involvement in the **Secure Access to Applications and Data** project. The Secure Access to Applications and Data Work Group was approved at the April 25, 2001 ITRMC meeting. J.D. Williams, State Controller, is chairing this work group.
- Access Idaho's next marketing campaigns will involve the promotion of the **Division of Building Safety's electrical license renewals** and the **Department of Labor's wage reporting and payment application**.
- The **Development** team has just installed a new internal operating system. Also, two new servers were purchased. With these new servers, Access Idaho will have four times the amount of processing power than before. This is the second major update to Access Idaho's internal infrastructure since the site launch, May 3, 2000.
- Two applications for the **Division of Building Safety (DBS)** will go live in May and June. The first of these projects is a searchable database that allows citizens to look for licensed Electrical, Building, Plumbing, Safety and Public Works contractors. The second is an electrical license renewal application. Shortly to follow are DBS Bureau of Plumbing, Building, Safety and Public Works license renewal projects.
 - DBS will be moving to a new location on June 1, 2001. The electrical license renewal application should be completed near this date, in time for the annual registration period.

- Development work continues on the **Department of Labor's Unemployment Insurance payment application**. The project is on track for second quarter Beta testing and an early July product launch. A list of Beta testers has been requested from the Idaho CPA Association; and Access Idaho is looking through a list of potential testers supplied by the Department of Labor. Some potential testers include the Jack in the Box Corp., INEEL and the University of Idaho.
- With the launch of the **Idaho State Bar's (ISB) Corporate site** (April 20th), the **Creative Services** group continues to reach its goal of launching one new Web site per month. The ISB project is designed to showcase the Secretary of State's UCC lien search and be a destination for attorneys doing research on corporate law.
- In March, the Governor's office asked that Access Idaho's Creative Director develop templates for the **Governor's Trade Missions to Asia and Mexico site**. These templates have been completed and have been sent to the Governor's office.

DISCUSSION

There was discussion between **Keith Bumsted** and Scott Somerhalder regarding **credit card processing versus ACH payments**, and the use of an **automatic clearinghouse**. Access Idaho's first project that will allow for electronic check (ACH) payment will be the Department of Labor's Unemployment Insurance application (July 2001). Next will be tax payments with a credit card and/or electronic check.

MOTION TO APPROVE IDAHO DISABILITY AND DETERMINATION SERVICE SLA

Rob Spofford moved and Chuck Goodenough seconded a motion to approve the Idaho Disability and Determination Service Service Level Agreement (SLA), and the motion passed unanimously.

MOTION TO APPROVE DIVISION OF BUILDING SAFETY SLA

The Division of Building Safety SLA is essentially the same as other Access Idaho SLAs. It does, however, include an Addendum B, which was not available for review. Since the SLA needed to be approved before any work was performed, the Committee agreed to approve the SLA with Addendum A, contingent upon Addendum B.

Rob Spofford moved and Chuck Goodenough seconded a motion to approve the Division of Building Safety SLA, contingent upon Addendum B, and the motion passed unanimously.

NEW BUSINESS / ADJOURNMENT

Chairman Bill Farnsworth acknowledged Keith Bumsted's retirement (April 27, 2001). As Mr. Bumsted is a member of several ITRMC committees, ITRMC Chairman Pam Ahrens has requested that he and Mr. Farnsworth provide recommendations for replacement of his committee membership. Mr. Bumsted advised he had given one recommendation to Dwight Bower, ITD.

As there was no other new business to come before the Committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 2:40 p.m. The next Access Idaho Steering Committee meeting is scheduled for Thursday, May 24, 2001 from 1:30 - 3:00 p.m. in the East Conference Room, Joe R. Williams Building.

Respectfully submitted,

Emily Gales
ITRMC Assistant